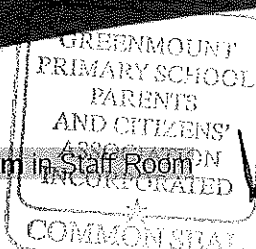


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W. Webb
E. Bellamy
 Greenmount Primary P&C

Confirmed Minutes **General Meeting** held on **5 November 2019** at **6:30 pm** in **Staff Room**

1. Meeting Opened: 6.39pm

In Attendance: Elaine Bellamy, Kylie Byrne, Jessica Debarro, Meshia Desmond, Karen Donnelly, Kate Donovan, Leanne Kleynhans, Denyse Kleynhans, Helena Mills (out 7.13 Item 6.6, back 7.15 Item 6.6), Gabriella Nyakpo, Emma Rohrbach Spinks, Julie van der Ende, Lucy Webb, Sally Winter (chairperson)

Apologies: Bianca Castle, Lloyd King, Mick McDonnell, Tracy Nebel, Shane Spinks, Amanda Swadling

Absent: Daniel Amato, Rozana Edwards, Rebekah Henry, Aimee Kennedy, Karen Knox, Breanne Lucas, Charl Matthee, Sarah Muriale, Daniel Prentice, Emma Prentice, Nicolette Punaivaha, Scott Rogers

2. Confirmation of Minutes of Previous Meeting

Motioned: That the minutes of the Executive Meeting held 10 September 2019 are taken as read and as a true and accurate record.

Resolutions:

Uniform Shop

Approval for \$650 to purchase a laptop for P&C use, with AntiVirus software, from JB Hi-Fi using discounted gift vouchers.

Approval for \$150.00 to cover shortfall of \$11.00 for Uniform Cupboards, and the cost of the wall fixings.

Approval for PO74 - \$56.75 for Microfibre Shorts.

Fundraising

Approval for Outdoor Movie Night to be held on Friday 25 October 2019 on school oval.

Approval for Fundraising Committee to send letters seeking donations from local businesses.

General

Approval for use of P&C Email sign-up form, and for circulation of P&C information and forms by email to subscribers.

CARRIED

Motioned: That the minutes of the Executive Meeting held 31 October 2019 are taken as read and as a true and accurate record.

CARRIED

3. Business Arising from Previous Meeting

10 September 2019 Meeting Actions

ITEM	ACTION	NOMINEE	COMPLETED
Uniform	Action: Make note to increase Uniform Shop ToR for microfibre shorts.	E Rohrbach Spinks	29-Oct-19
3.1 Safety House	Investigate options for Constable Care shows for 2020 - what themes are available for the different year groups.	E Bellamy	See Report
3.2 Grants	Facebook post to encourage members of Greenmount Primary community to earn extra tokens for their orders by saying "I'm from Greenmount".	K Donovan	Done
3.3 Grants	Investigate details of Grill'd Awesome Effort awards vouchers.	B Castle	
3.4 Kindy Packs	Check with Mrs Burge re P&C colour printing allocation.	L Webb	

3.3 Grill'd Awesome Effort vouchers

Action: Follow up with Bianca Castle

(S Winter)

3.4 Kindy Packs

Mrs Burge will update the P&C printer code/allocation to include some colour printing.

CLOSED

4. Correspondence

Correspondence in and out as per the attached Correspondence Report.

Motioned: That the Correspondence Report be adopted.

CARRIED

5. Treasurer's Report

G Nyakpo noted that the P&C is awaiting invoices from GPS for 'Tash Dance' and the Year 6 outing. L Webb will chase these up.

Fundraising money from Bendigo Bank raffle and sales of Entertainment Books still to be received.

G Nyakpo suggested, and the meeting discussed, removing or reducing the \$5,000 float (emergency buffer), given that Uniform Shop turnover is healthy, and supplier agreement with Spartan has reduced lead times for receiving stock (so we can order according to our needs rather than stockpiling). General agreement to consider reducing the float.

Motioned: That the Treasurer's report be adopted.

CARRIED

6. Other Reports (attached)

6.1 President's Report

Resolution: Approval for \$1,500.00 for Presentation Night sound system.

Motioned: That the President's report be adopted.

CARRIED

6.2 Principal's Report

L Webb confirmed that next year the Faction Carnival would take place in Term 1; the school has not been allocated Swimming in Term 1 so it will be later in the year.

Motioned: That the Principal's report be adopted.

CARRIED

6.3 Uniform Shop Report

Upcoming orders to stock up for the new school year total around \$6,000.

Resolution: Approval for \$227.00 for PO75 for Microfibre Shorts. (ToR allocation already exhausted.)

Resolution: Approval for \$1,544.00 to complete Uniform Shop cupboards.

Action: Newsletter item with before and after photos showing the improvement the cupboards have made to the Uniform Shop. (D Kleynhans, K Donovan)

Motioned: That the Uniform Shop report be adopted.

CARRIED

6.4 Fundraising Report

There was discussion about the supervision of children, including older siblings at P&C events, following the recent Family Movie Night. It is already made clear on event information that parents/carers are responsible for supervising their children, however this will be reiterated for future events.

Christmas Raffle - Hampers will be made up on Tuesday 10 December. Volunteers J Debarro, S Winter, and possibly K Donnelly; L Webb offered Room 17 and confirmed hampers could be stored there once filled. E Rohrbach Spinks volunteered to help with ticket sales on Presentation Night; other volunteers will be needed.

Sports Carnival - the school has established a planning committee to review organisational aspects of the day, and to ensure a balance between competition and participation. S Winter asked if funds were needed for any of the improvements; L Webb replied that as yet nothing had been identified that would require funding.

Motioned: That the Fundraising report be adopted.

CARRIED

6.5 Scholastic Book Club Report

Issue 7 generated a high volume of orders, and Issue 8 is also expected to prove popular.

Motioned: That the Scholastic Book Club report be adopted.

CARRIED

6.6 Safety House Report

L Webb would like some further information to allow teachers to select appropriate show for their cohort.

Action: Provide details of the different Constable Care shows to L Webb. (E Bellamy)

Action: Check if Constable Care team can present two different shows (for different age groups) in one day.

(E Bellamy)

Motioned: That the Safety House report be adopted.

CARRIED

- 6.7 Grants Report - N/A
The P&C won \$100 in the Grill'd Local Matters promotion.
Action: Collect \$100 cheque from Grill'd for Local Matters promotion.



(B Castle / S Winter)

- 6.8 Guardians of Greenmount Report
Resolution: Approval to spend Guardians of Greenmount funds for school campout: \$1000 on Dinner and breakfast supplies, and \$600 for ice-cream / coffee van.
Motioned: That the Guardians of Greenmount report be adopted. **CARRIED**

- 6.9 Vice President's Report - N/A

- 6.10 Community Engagement Report - N/A

7. Membership

No new members since last meeting.

8. General Business

No General Business

9. Other Business

- 9.1 Accessible spaces in school car parks (K Donnelly)

There is increasing use of accessible bays in the school car parks, as a number of parents and carers require to use these spaces. As more grandparents deliver and collect students these days, this situation is unlikely to change. L Webb has put in a request to the Department of Education for an additional accessible bay for public use in the teachers' car park; this request has been put on hold by the Department.

It was noted that there is no ramp near the accessible bay in the main car park. L Webb will contact the Shire of Mundaring and Department of Education to investigate options.

10. Date of Next Meeting

General Meeting, Tuesday 3 December 2019 at 6.30pm in Staff Room.

11. Meeting Closed at: 7.33pm

